CITY COMMISSION
CITY OF WILDWOOD, FLORIDA
REGULAR MEETING
March 25, 2024 7:00 PM
CITY HALL COMMISSION CHAMBER

(meeting taped)

1. **Call to Order**

Attendee Name	Title	Status
Ed Wolf	Mayor	Present
Pamala Harrison-Bivins	Mayor Pro Tem/Commissioner	Present
Joe Elliott	Commissioner	Present
Marcos Flores	Commissioner	Present
Julian Green	Commissioner	Present
Jason McHugh	City Manager	Present
Ashley Hunt	City Attorney	Absent
Joshua Bills	City Attorney	Present
Cassandra Smith	Assistant City Manager/CFO	Present
Jessica Barnes	City Clerk	Present
Randall Parmer	Police Chief	Present
Melanie Strickland	Development Services Director	Present
Jeremy Hockenbury	Public Works Director	Present
Courtney Kellem	Parks & Recreation Director	Present

Mayor Wolf called the meeting to order at 7 p.m. followed by the invocation and Pledge of Allegiance.

2. **Consent Agenda/Informational Items**

No items were removed from the Consent Agenda. Items A - H were voted on together. No comments were offered or received. Vote 5-0.

RESULT:	**Adopted**
MOVER:	Commissioner Green
SECONDER:	Commissioner Flores
AYES:	Mayor Wolf, Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

A. Expenditure Report

B. Minutes for Approval: November 27, 2023 Regular Meeting

C. Minutes for Approval: December 11, 2023 Regular Meeting

D. Minutes for Approval: January 8, 2024 Regular Meeting

E. Extension for Site Plan Approval of SP 2111-003 Mainstay Suite 37 Room Addition

F. Villages of Southern Oaks Right-of-Way Deed Unit No. 229

G. Villages of Southern Oaks Right-of-Way Deed Unit No. 230

H. Villages of Southern Oaks Right-of-Way Deed Unit No. 231

3. Presentations and/or Proclamations

None.

4. Public Hearings - Timed - Legislative

A. Swear in City Staff and Public Speakers

Mayor Wolf swore in staff and audience members who intended to speak during the public hearings.

B. CP 2305-003 Lien Nails, LLC

Mayor Wolf read the title of Ordinance No. O2024-5, CP 2305-003 Lien Nails, LLC. The item was presented by Development Services Director Strickland. The applicant, Ryan Solscite with LPG Urban & Regional Planner, LLC, sought approval from the City Commission for a small scale comprehensive plan amendment to change the Future Land Use Map designation from Low Density Residential (City) to Public Facilities (City) for parcel D32-173 on 9.92 acres MOL. Strickland stated that staff received letters of opposition and in favor of the project. She also received another letter of opposition right before the meeting began from Danielle Moore, who lives on CR 121. Moore was present at the meeting and addressed the commission, voicing concerns about the project's access on CR 121 due to heavy traffic and speeding. No further comments were offered or received. Vote 5-0.

RESULT:	**Adopted**
MOVER:	Commissioner Green
SECONDER:	Commissioner Elliott
AYES:	Mayor Wolf, Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

C. CP 2402-001 Evolve at Wildwood

Mayor Wolf read the title of Ordinance No. O2024-7, CP 2402-001 Evolve at Wildwood. The item was presented by Development Services Director Strickland. The applicant, Evolve Companies, LLC, sought approval from the City Commission for a small scale comprehensive plan amendment to change the Future Land Use Map designation from Commercial (Sumter County) to High Density Residential (City) for parcel D17-065 on 0.553 acres MOL. No comments were offered or received. Vote 5-0.

RESULT:	**Adopted**
MOVER:	Commissioner Green
SECONDER:	Commissioner Elliott
AYES:	Mayor Wolf, Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

5. Public Hearings - Timed - Quasi-Judicial

A. RZ 2305-003 Lien Nails

Mayor Wolf read the title of Ordinance No. O2024-6, RZ 2305-003 Lien Nails. The item was presented by Development Services Director Strickland. The applicant, Ryan Solscite with LPG Urban & Regional Planner, LLC, sought approval from the City Commission for a zoning map amendment to change the zoning district from Low Medium Density Residential R-1 (City) to Institutional (City) for parcel D32-173 on 9.92 acres MOL. No comments were offered or received. Vote 5-0.

RESULT:	**Adopted**
MOVER:	Commissioner Elliott
SECONDER:	Mayor Pro Tem/Commissioner Harrison-Bivins
AYES:	Mayor Wolf, Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

B. RZ 2402-001 Evolve at Wildwood

Mayor Wolf read the title of Ordinance No. O2024-8, RZ 2402-001 Evolve at Wildwood. The item was presented by Development Services Director Strickland. The applicant, Evolve Companies, LLC, sought approval from the City Commission for a zoning map amendment to change the zoning district from RR5C (Sumter County) to High Density Residential (City) for parcel D17-065 on 0.553 acres MOL. No comments were offered or received. Vote 5-0.

RESULT:	**Adopted**
MOVER:	Mayor Pro Tem/Commissioner Harrison-Bivins
SECONDER:	Commissioner Flores
AYES:	Mayor Wolf, Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

C. AN 2402-002 Perez Home Site

Mayor Wolf read the title of Ordinance No. O2024-9, AN 2402-002 Perez Home Site. The item was presented by Development Services Director Strickland. The applicant, Richard Ortengren, submitted a voluntary annexation for parcel D19-047, totaling approximately 4.688 acres and located at the northeast corner of CR 209 and CR 222. No comments were offered or received. Vote 5-0.

RESULT:	**Adopted**
MOVER:	Commissioner Green
SECONDER:	Mayor Pro Tem/Commissioner Harrison-Bivins
AYES:	Mayor Wolf, Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

6. **Public Forum - 4 minute time limit**

Gidget Gibson addressed the commission and spoke about the "By Memorial Day" initiative. The program included locating all the veterans' graves outside the National Cemetery, cleaning them up, recognizing them, and placing flags on their graves for Memorial Day. She requested permission from the commission to do so in Greenwood Cemetery and Wildwood Cemetery. City Manager McHugh asked Gibson how she planned to go about asking permission from the families of the deceased to move forward with the program. She responded that as long as they were following the requirements of the National Cemetery Association, they could ask for approval, but were not required. Mayor asked for a motion from the commission to approve of Gibson proceeding. Elliott asked if there was any cost associated with the program. Gibson responded that she had been covering the cost.

RESULT:	**Approved**
MOVER:	Mayor Pro Tem/Commissioner Harrison-Bivins
SECONDER:	Commissioner Flores
AYES:	Mayor Wolf, Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

Letizia Haugabrook addressed the commission about concerns she had regarding roadwork being done in front of her home. She stated that while she was away from home, there was a water leak. She contacted the city and the leak was repaired, but when she returned home, the water had not been turned back on, so she contacted the city again, and a technician went out to turn it on. She then stated that due to the roadwork, neither she nor her neighbor had internet. Haugabrook said, in addition to those issues, the entrance to her property was very rough. She stated sedans could not enter her driveway because the repaving project caused a large dip at the entrance. She requested the city fix the issue. McHugh agreed with Haugabrook that the condition of her driveway was unacceptable, and they would work with the contractor to fix the issue.

David Booth, with Combat Veterans to Careers, addressed the commission and provided an overview of the program he runs. He asked the commission to revisit the Land Development Regulations (LDR) signage requirements. He stated there were signs he could be using to get the word out about his store to more people, but he was very limited under the signage regulations in place. He also mentioned he would donate the requested flags to Ms. Gibson.

7. **Ordinances First Reading Only (No Vote)**

None.

8. **Resolutions for Approval**

A. Resolution Adopting the Capital Projects and Major Initiatives Prioritization Matrix

Mayor Wolf read aloud the title of Resolution No. R2024-7, a resolution adopting a capital project scoring matrix. City Manager McHugh presented the item. He commented that the matrix would be utilized as a tool to assist in prioritizing upcoming capital projects. No comments were offered or received. Vote 5-0.

RESULT:	**Approved**
MOVER:	Commissioner Elliott
SECONDER:	Commissioner Green
AYES:	Mayor Wolf, Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

9. Financial & Contracts & Agreements

A. Ashley Water Treatment Plant Well No. 2 Project Pay Application No. 1 for the Amount of $212,325.00

Public Works Director Hockenbury presented a request for approval of Pay Application No. 1 for the Ashley Water Treatment Plant Well No. 2 project. Sawcross Inc. was awarded the project on June 26, 2023. The work included in the pay app request was for the controls, connections, and permitting for the project. Hockenbury stated there would most likely only be one additional pay app before the project was complete. No comments were offered or received. Vote 5-0.

RESULT:	**Approved**
MOVER:	Commissioner Flores
SECONDER:	Commissioner Elliott
AYES:	Mayor Wolf, Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

B. Osceola Force Main Project Pay Application No. 1 in the Amount of $83,680.79

Public Works Director Hockenbury presented a request to approve Pay Application No. 1 for pipe installation for the Osceola Force Main Project. The project rerouted the sanitary sewer flows from the Huey Street gravity system to the Trailwinds force main. No comments were offered or received. Vote 5-0.

RESULT:	**Approved**
MOVER:	Commissioner Elliott
SECONDER:	Commissioner Green
AYES:	Mayor Wolf, Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

C. Annual Testing and Maintenance of City-Owned Generators by Ring Power for the Amount of $101,208.43

Public Works Director Hockenbury presented a request to approve annual testing and maintenance of city-owned generators by Ring Power. Hockenbury noted this would be procured through a Sourcewell Cooperative Pricing Agreement. Mayor Wolf asked for clarification whether the request was for all city-owned generators, to which City Manager McHugh replied that it was for all 45 city generators, including water, wastewater, and facilities. Wolf asked if the contract came about because the city did not have staff or time to perform maintenance on the equipment. McHugh responded that the city could do some of it, but there were some things that were required to be maintained by Ring Power. No further comments were offered or received. Vote 5-0.

RESULT:	**Approved**
MOVER:	Commissioner Elliott
SECONDER:	Mayor Pro Tem/Commissioner Harrison-Bivins
AYES:	Mayor Wolf, Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

D. Stormwater Conveyance System Televising, Jetting, and Vactoring Services
Public Works Director Hockenbury presented a request for approval to engage EnviroWaste Services Group, Inc. for stormwater conveyance system televising, jetting, and vactoring services. The proposed work consisted of two components, both to be overseen by the Public Works Compliance Division, responsible for roadway and stormwater infrastructure inspections prior to acceptance by the City. The first component included conducting inspections to verify conditions as part of the 2-year roadway acceptance procedures within The Villages development. The second component included televising, jetting, and vactoring the city's existing stormwater conveyance system as needed. The services will be piggybacked off the City of Orlando's contract (IFB22-0182) for this project. Mayor Wolf asked if this could be handled by city staff, to which City Manager McHugh replied that staff had some capabilities, but the contract would focus mainly on the 2-year roadway acceptance with The Villages, while staff focused on the rest of the city. Hockenbury further explained that the contract would also include any necessary repairs to be done immediately onsite. No further comments were offered or received. Vote 5-0.

RESULT:	**Approved**
MOVER:	Commissioner Flores
SECONDER:	Mayor Pro Tem/Commissioner Harrison-Bivins
AYES:	Mayor Wolf, Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

E. Pleasantdale Drive Improvements Project Pay Application No. 8 in the Amount of $60,234.94
Public Works Director Hockenbury presented a request for approval of Pay Application No. 8 for the Pleasantdale Drive Improvements Project. Hockenbury noted that this was the final pay app for the project. Mayor Wolf commented that the project looked very nice. No further comments were offered or received. Vote 5-0.

RESULT:	**Approved**
MOVER:	Commissioner Elliott
SECONDER:	Mayor Pro Tem/Commissioner Harrison-Bivins
AYES:	Mayor Wolf, Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

F. Broken Oak Drive Improvements Project Pay Application No. 5 in the Amount of $20,487.14
Public Works Director Hockenbury presented a request for approval of Pay Application No. 5 for the Broken Oak Drive Improvements project. Hockenbury noted that this was the final pay app for the project. No comments were offered or received. Vote 5-0.

RESULT:	**Approved**
MOVER:	Commissioner Flores
SECONDER:	Mayor Pro Tem/Commissioner Harrison-Bivins
AYES:	Mayor Wolf, Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

10. General Items for Consideration/Discussion and Other Business

None.

11. Appointments

None.

12. City Manager Reports

A. Request for Two City Commission Workshops in April 2024

City Manager McHugh presented a memo requesting two commission workshops in April. He requested a discussion on the mid-year budget report on April 15, 2024, and to give a presentation on the wastewater treatment plant project on April 29, 2024.

McHugh also advised the commissioners they had a flyer handout before them for the Police Department Autism 5K that would be held on April 20, 2024. Normally, the notification would go on the Consent Agenda to inform the commission about any roads that would need to be shut down for the event, but it did not make it onto the agenda. Mayor Wolf confirmed with McHugh that city staff would let residents know of the road closures.

McHugh stated he was looking forward to the city's Easter Eggstravaganza event on Saturday, March 30, 2024. He then introduced the new Parks and Recreation Director, Courtney Kellem. The commission welcomed her.

13. Other Department Reports

None.

14. Commission Members Reports

Commissioner Elliott stated he received the Home Rule Hero award from the Florida League of Cities for working with them on the legislation that would be passed by the House and Senate. He was able to communicate back from the House and Senate to report back to the residents what was being done. He was proud to be recognized for something he truly enjoyed doing. Mayor Wolf also commended him for his efforts. Elliott stated he was the judge for the Sumter County Teen Court on March 21, 2024, and provided an overview of the program. He also attended the city's flashlight Adult Easter Egg Hunt event and a ribbon cutting at Dunkin' Donuts.

Commissioner Green stated he had an East Central Florida Regional Planning Council meeting coming up in April. He also recognized Sumter County Commissioner Craig Estep in the audience and welcomed him. Green also spoke about the Adult Easter Egg Hunt event. He was very happy with the attendance, said it was well done, and recommended that anyone who had never participated in one go to the next one. A short discussion was held among the commission. They all agreed it was a great event, and gave kudos to Parks and Recreation.

15. City Attorney Reports

City Attorney Bills reported that he had received the Release of Road Reservations from the Board of Trustees of the Internal Improvement Trust Fund (TIITF) of the State of Florida. This would allow the city to continue with the closing of the property under contract with G3

Development, and allow the project and partnership to move forward. Mayor Wolf clarified the property was the proposed commercial space across US 301 from City Hall.

16. Adjournment

The meeting was adjourned at 7:47 p.m.

RESULT:	**Adjourned**
MOVER:	Commissioner Green
SECONDER:	Mayor Pro Tem/Commissioner Harrison-Bivins
AYES:	Mayor Wolf, Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

Upcoming Events

CITY COMMISSION
CITY OF WILDWOOD, FLORIDA

SEAL

ATTEST: Jessica Barnes
Jessica Barnes, City Clerk

BY: Ed Wolf
Ed Wolf, Mayor